

☐ IDAPA RULE                      ☐ IDAPA FEE                      ☒ BOARD ACTION REQUIRED  
☐ BOARD POLICY                      ☐ INFO ONLY, NO ACTION REQUIRED

**AGENDA ITEM**  
**Idaho Park and Recreation Meeting**  
**February 23<sup>rd</sup>- 24<sup>th</sup>, 2022**  
**IDPR Headquarters**  
**5657 Warm Springs**  
**Boise, ID 83716**

**AGENDA ITEM: Aaron Bulter Memorial Purple Heart Run Group Use Permit Application**

**ACTION REQUIRED: Approval of Group Use Permit for Aaron Bulter Memorial Purple Heart Run**

**PRESENTER: Theresa Perry, South Region Manager**

**PRESENTATION**

**BACKGROUND INFORMATION:**

The Aaron Butler Memorial Purple Heart Run will be held on Saturday, August 20th, 2022. The event offers a 5K, 10K, or an Unknown Distance Run. Eagle Island State Park has received a Group Use Permit to host the event.

As a component of the event a fenced Social Area with Food Vendors, Beer Vendor, Main Stage, Music, Static Displays, Educational Banners, and Vendors are proposed.

Within the designated food and beverage area beer will be sold. As alcoholic beverages will be sold Park Board approval for this Group Use Permit Application is required.

As visitors enter the Social Area, they will pass through an ID check station (staffed by TIPS\* Trained staff) they will be asked if they plan on drinking beer. If so, (and they are of legal drinking age) they will be given a purple wrist ban. Beer will not be served to anyone without a purple wristband. Volunteers will help enforce 'beer garden' boundaries.

Beer service will be operated by race official and selected 21+ volunteers and overseen by Bear Island Brewing Staff to prevent potential over-service.

Nonalcoholic drinks will be available for purchase, and water bottles will be available for no charge.

All race proceeds will go to the Aaron Butler Memorial Foundation (a 501C3 nonprofit). This event was created by local Purple Heart recipients. The Inaugural event was capped at 800 registered participants and drew over 1,500 people total. This is the third year for the event. This is the first time it has been proposed to be held at Eagle Island State Park. Park staff support hosting the event.

**STAFF RECOMMENDATIONS: Staff recommends the Board authorize the Chairman to approve the event with the conditions noted on the permit application.**

\*TIPS: Training for Intervention Procedures) is the global leader in education and training for the responsible service, sale, and consumption of alcohol. Proven effective by third-party studies, TIPS is a skills-based training program that is designed to prevent intoxication, underage drinking, and drunk driving.



# **AARON BUTLER MEMORIAL PURPLE HEART RUN 08/20/2022**

**EVENT ACTION PLAN  
EAGLE ISLAND STATE PARK**



# MISSION



The SSG Aaron Butler Memorial Purple Heart Run will be conducted annually on or around August 16<sup>th</sup>. The event will include physical challenge(s) and afford participants an opportunity to share privation and forge mental reflection through physical exertion. The event will always be directed and codirected by Purple Heart recipients.

The event serves to honor all US servicemembers who have given their lives or parts of themselves physically in combat operations around the globe; specifically, the event shall always reflect and honor the abnormal character of SSG Aaron Butler. The event will incorporate an occasionally solemn and often celebratory and inviting atmosphere to include: Coffee, food, music, and beer. Every effort will be made to secure all food and beverages from local businesses with priority given to veteran owned or veteran support entities. The event will have emotional and educational components in order to foster relationships and shared knowledge between all participants, volunteers, spectators, first responders, veterans, and the civilian community.



# CONCEPT OF OPERATION



The SSG Aaron Butler Memorial Purple Heart Run will start and finish at the Eagle Island State Park on Saturday, 08/20/2022 0900-1500. Race routes will utilize the trail network in the surrounding park area. **Signage announcing race and courses to be in place 2 weeks prior to event, to notify regular park users in order to reduce negative impact.**

**The Inaugural event had to be capped at 800 registered participants and drew over 1,500 people total.**

The event social area will be the temporarily fenced grassy area of the Eagle Island SP (pictured as "SA").

ABMPHR will provide all volunteer road guards/crossing guards at road crossings.





# TIMELINE

## PRE-RACE

JANUARY 1<sup>ST</sup> 2022: RACE REGISTRATION OPENS  
FEBURARY TBD 2022: IDAHO STATE PARKS BOARD APPROVAL  
JULY 15<sup>TH</sup> 2022: SPONSORSHIP DEADLINE  
AUGUST 15<sup>TH</sup> 2022: FINAL COORDINATION BRIEFING/ON SITE REHEARSAL  
AUGUST 18<sup>TH</sup> 2022: PACKET PICKUP #1  
AUGUST 19<sup>TH</sup> 2022: PACKET PICKUP #2  
AUGUST 19<sup>TH</sup> 2022: RACE PREP/SETUP BEGINS

## RACE DAY

AUGUST 20<sup>TH</sup> 2022:  
0500: RACE OFFICIALS RACE SETUP (FINALIZE COURSES AND SOCIAL AREA)  
0630: KEY VOLUNTEER PERSONNEL LINKUP (SOCIAL AREA)  
0730: VOLUNTEER ORIENTATION (SOCIAL AREA)  
0800: PACKET PICKUP OPEN (SOCIAL AREA)  
0830: WATER STATIONS MANNED/10K TURNAROUND ESTABLISHED/FINAL COMMO CHECKS WITH ALL STATIONS  
0845: OPENING CEREMONIES BEGIN  
0900: RACES BEGIN  
1130: RACE AWARDS CEREMONY  
1200: GUEST SPEAKER #1  
1230: GUEST SPEAKER #2  
1300: RAFFLE DRAWING BEGINS  
1400: AUCTION BEGINS  
1500: CLOSING CEREMONIES

## POST RACE

1500-2100 AUGUST 20<sup>TH</sup> 2022: RACE SITE CLEAUP  
AUGUST 20<sup>TH</sup> 2022: FINAL CLEANUP/PARK RESTORATION  
AUGUST 22<sup>TH</sup> 2022: AFTER ACTION REVIEW W/ IDAHO STATE PARKS & RECREATION





# 5K COURSE



Race begins Saturday, 08/20/2022 at 0900. Course will close at 1300 or after all runners have cleared the course prior to.

5K course will have 3x water stations that will also serve as casualty collection points.

5K course will cut back to the south to go around the bridge unless the under-bridge crossing is not under water. See orange

Water stations will all have 1x race official present to communicate with race director (social area).

Change request in orange, final 5K course will be approved by EISP staff. In order to limit hinderance to horseback riders.

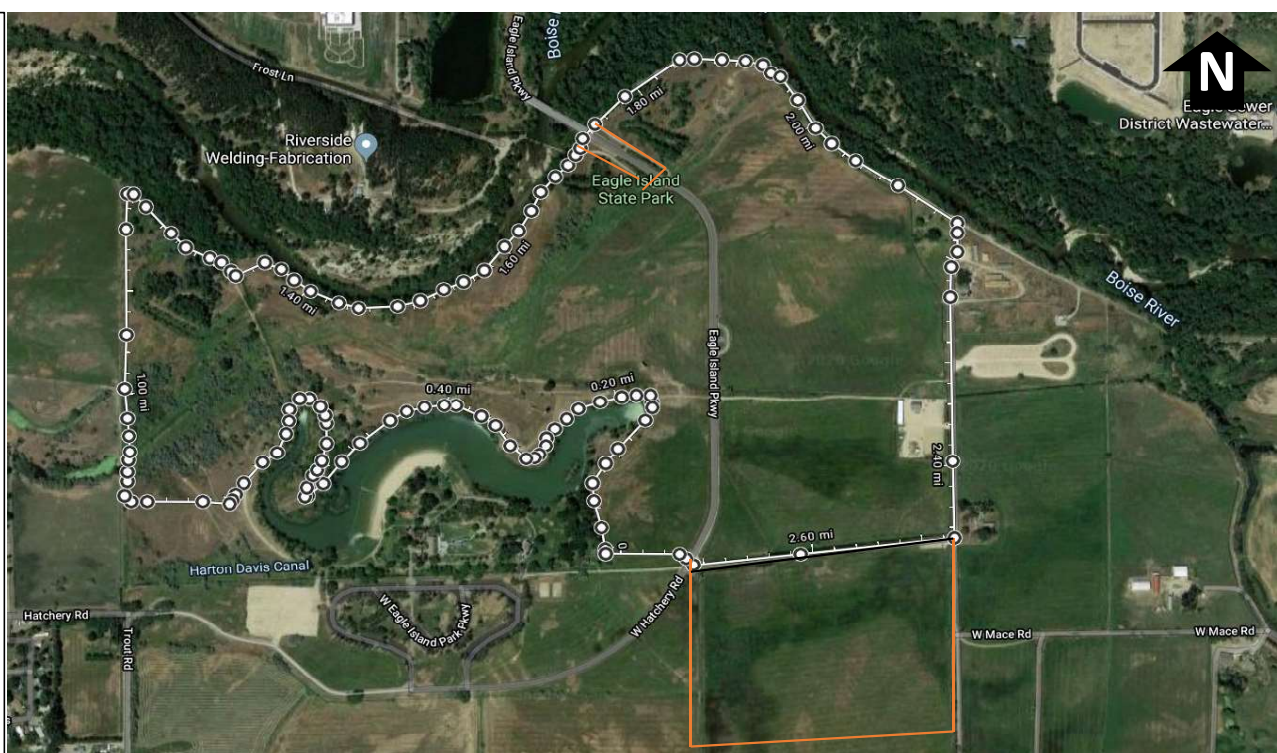
## Commo PACE:

P: Handheld Radio

A: Cell call (208) 573-5536

C: Cell text (208) 573-5536

E: 911





# 10K COURSE



Race begins Saturday, 08/20/2022 at 0900. Course will close at 1300 or after all runners have cleared the course prior to.

10K course will have 5x water stations that will also serve as casualty collection points.

10K course will cut back to the south to go around the bridge unless the under-bridge crossing is not under water. See orange

Water stations will all have 1x race official present to communicate with race director (social area).

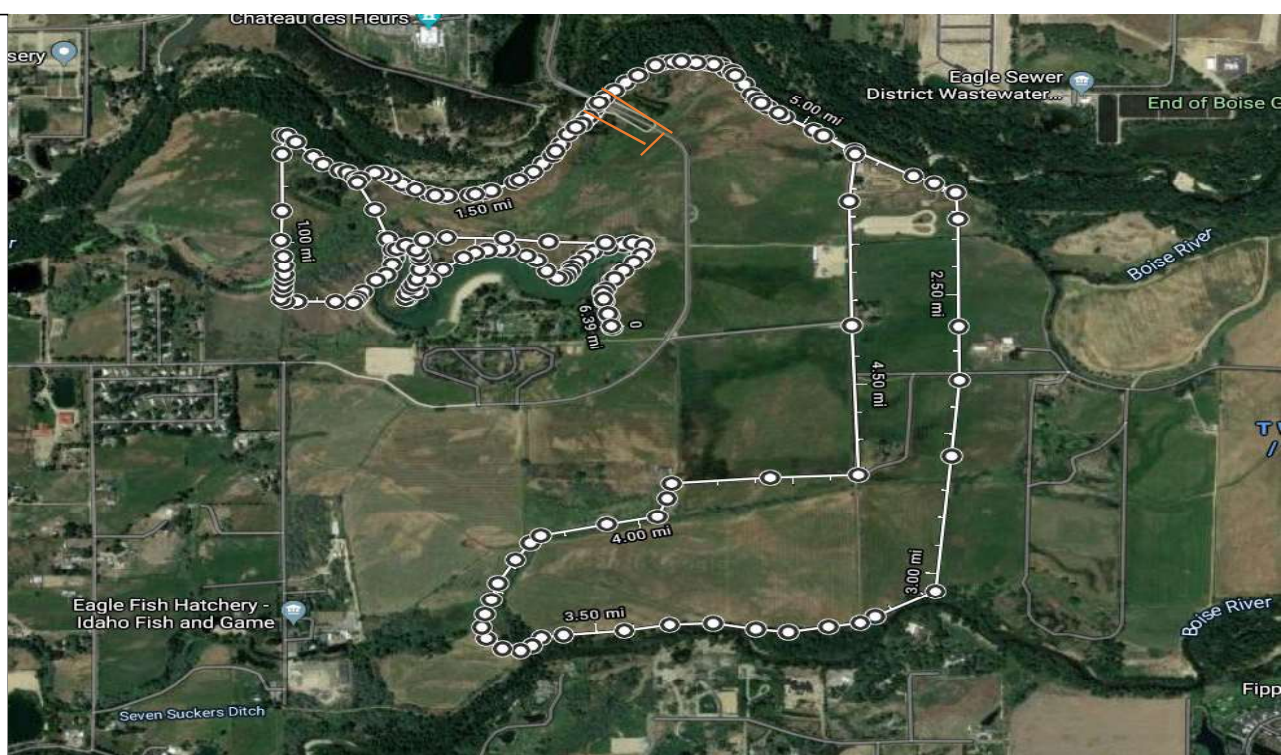
## Commo PACE:

P: Handheld Radio

A: Cell call (208) 573-5536

C: Cell text (208) 573-5536

E: 911





# UNKNOWN DISTANCE COURSE



Race begins Saturday, 08/20/2022 at 0900. Course will close at 1300 or after all runners have cleared the course prior to.

The unknown distance course (under 10K this year). This event is unique to the ABMPHR and is popular in the military/veteran community. For 2022 it will be a shorter distance and stay on the 10K course

UNK Distance course will have 4x total water stations that will also serve as casualty collection points.

Water stations will all have 1x race official present to communicate with race director (social area).

**Commo PACE:**

P: Handheld Radio

A: Cell call (208) 573-5536

C: Cell text (208) 573-5536

E: 911

**Course TBD: will get final approval from  
EISP Park Management prior to August 1st**





# SOCIAL AREA



<p>1. TOILETS 2. EDUCATION BANNER AREA 3. ID CHECK STATION 4. PACKET PICK RACE TENT</p>	<p>5. BEAR ISLAND VENDOR TENT 6. BIG K BBQ FOOD TENT 7. MAIN STAGE</p>	<p>ORANGED FENCED AREA SIGNIFIES 'BEER GARDEN' NO ALCOHOL PERMITTED BEYOND SOCIAL AREA</p>	<p>STATIC DISPLAY AREAS WILL INCLUDE PARKED VEHICLES FROM BPD, ACSO, EAGLE PD, EAGLE FD, GOWEN FIELD</p>
---	--	--	--



# PARKING PLAN



## Parking Area 1

Can park 600 vehicles according to EISP

EISP paved parking area can be utilized for ADA needs

ABMF TEAM WILL FLAG OR MARK P1 08/19

## Parking Area 2

Gravel lot overflow, or trailer parking

## Social Area

Fenced social area closed to traffic 0800-1500

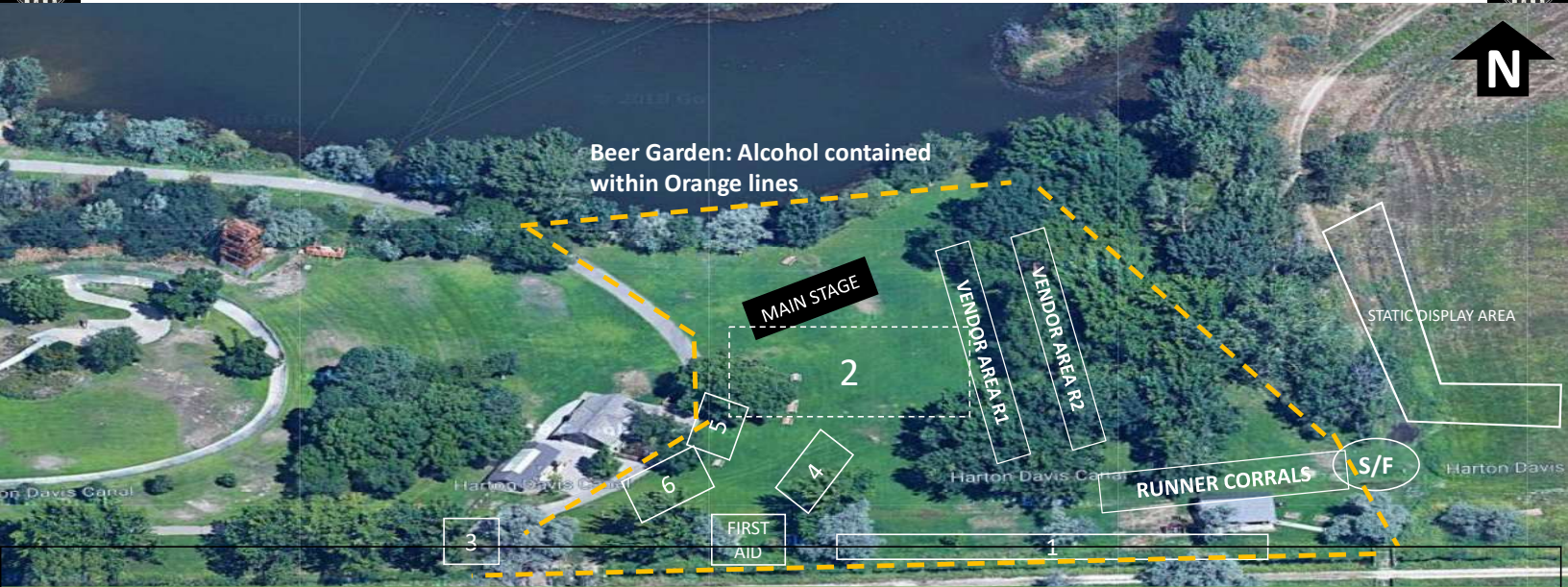
Food Vendors, Beer Vendor, Main Stage, Music, Static Displays, Educational Banners, Vendors







# WASTE MANAGMENT



**BATHROOMS:**  
10x PORTABLE (2x ADA ACCESSABLE), TO BE ADJUSTED BASED ON REGISTRATION. PORTABLE RESTROOMS TO DECREASE OR ELIMINATE IMPACT TO EISP INFRASTRUCTURE  
ALL PORTABLE BATHROOM FACILITIES HAVE BEEN RESERVED AND PAID FOR BY ABMPHR STAFF. PORTABLES WILL BE DELIVERED TO THE RACE SITES ON 08/19/22 AND REMOVED ON 08/22/22. ALL TOILET PAPER WILL BE PROVIDED AND RESTOCKED BY THE RACE EVENT STAFF.

**TRASH:**  
ABMPHR STAFF WILL PROVIDE 50x TEMPORARY TRASH CANS and 1x 30 YRD DUMPSTER FROM REPUBLIC WASTE SERVICES. ALL TRASH AND TRASHCANS WILL BE REMOVED BY THE RACE STAFF AND VOLUNTEERS THIS INCLUDES A POST-RACE COURSE WALKTHROUGH.

**SOCIAL AREA TRASHCANS: 30x**

**WATER STATION TRASHCANS: 2x PER STATION**



# FOOD PLAN



## 6. BIG K BBQ FOOD TENT

CENTRAL DISTRICT HEALTH WILL BE NOTIFIED OF OUR EVENT AND ITS FOOD VENDORS UPON FINAL EVENT APPROVAL AND WILL COORDINATE WITH THEM DIRECTLY FOR PERMITS.

(FREE LUNCH FOR PARTICIPANTS AND VOLUNTEERS – VENDING LUNCH FOR NON-PARTICIPANTS)





# BEVERAGE PLAN



3. ID CHECK STATION // 5. BEAR ISLAND BREWING BEER VENDOR  
ID CHECK STATION (TIPS TRAINED) WILL ASK EVERYONE COMING IN IF THEY PLAN TO DRINK. DRINKERS WILL GET A PURPLE WRISTBAND ONCE ID IS CHECKED. 2x FREE BEER TOKENS WILL BE GIVEN TO EACH PARTICIPANT AND VOLUNTEER 21+ AT ID CHECK STATION.  
BEER WILL NOT BE SERVED TO ANYONE WITHOUT A PURPLE WRISTBAND. NON-ALCOHOLIC DRINKS WILL BE AVAILABLE FOR PURCHASE. WATER BOTTLES AVAILABLE FOR FREE.  
ISP ABC LICENSE #PENDING  
CITY OF EAGLE OPEN CONTAINER PERMIT #PENDING





# SECURITY PLAN



## OVERALL SECURITY RISK: LOW

- Security Coordinator/Assistant Race Director: BPD Officer Dan Muguira will be located at the event site in Race Official attire.
- Static Displays will include uniformed LEOs – BPD / ISP / ACSO
- Average response time from Ada County Sheriffs Office/Eagle Police Department/ISP is templated at less than 5 minutes.
- Beer will be served only in the fenced social area/‘beer garden’. ID card check station manned by volunteers. 21+ drinkers required to wear purple wristband only available at ID card check station. Volunteers will help enforce ‘beer garden’ boundaries.
- Beer service will be run by race official-selected 21+ volunteers and overseen by Bear Island Brewing Staff to prevent potential over-service.
- Risk is assessed to be LOW.



# MEDICAL PLAN



## **OVERALL MEDICAL RISK: LOW**

- Race courses will be walked through the morning of by race event staff and well marked (including obstacles) by staff and volunteers to mitigate risk to participants
- Race Director will conduct linkup and final coordination brief with EMS at 0700 on race day
- Casualty Collection Points (CCPs)
  - Any serious (life, limb, eyesight) injuries/conditions will be immediately transferred to one of the primary CCPs
  - Any ambulatory injured participants will be instructed and assisted in moving to a CCPs
- Volunteers and staff will be emplaced at static water points throughout the course, with no more than 3K between points. Staff in key high ground locations will be provided with (and proficient on) portable radios and will maintain communication with Race Director throughout race. Race Director will maintain communication with EMS/Fire at "on course" locations (start/finish line)
- Race event staff will have 2x ATV/UTV with litters (staged at start/finish) only to be utilized if a participant is injured on the course is not ambulatory



Policy Number: BH7719194L2636332      **COMMERCIAL GENERAL LIABILITY**  
 CG 20 26 07 04

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION**

This endorsement modifies insurance provided under the following:

**COMMERCIAL GENERAL LIABILITY COVERAGE PART**

**SCHEDULE**

Name Of Additional Insured Person(s) Or Organization(s)
Eagle, a Division of The Park Ridge Office Network Risk Management City Eagle, 10000 Eagle, ID 83714

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

**Section II – Who Is An Insured** is amended to include as an insured any person or organization who, in part, by their acts or omissions or the acts or omissions of those acting on their behalf:

**A. In the performance of your ongoing operations; or**

**B. In the performance of your contracted or promised services.**



# PAST EVENT MEDIA



**Race Website:** <https://runsignup.com/Race/ID/Eagle/PurpleHeartRun>

**Aaron Butler Memorial Foundation Website:** <https://aaronbutlermemorialfoundation.org/>

**Facebook Page:** <https://www.facebook.com/PurpleHeartRun>

**Instagram:** @ButlerPurpleHeartRun

## In the Media:

Idaho Statesman - <https://www.idahostatesman.com/news/local/military/article226464695.html>

Eagle Magazine - <https://eaglemagazine.com/2019/04/29/idaho-vets-launch/>

San Juan Record - [http://www.sjrnews.com/pages/full\\_story/push?article-SSG+Aaron+Butler](http://www.sjrnews.com/pages/full_story/push?article-SSG+Aaron+Butler)

WOW 104 Country Station - <https://1043wowcountry.com/eagle-embrace-the-suck-race-to-honor-fallen-soldier/>

KTVB - [https://events.ktvb.com/Inaugural\\_SSG\\_Aaron\\_Butler\\_Memorial\\_Purple\\_Heart\\_Run/317113466.html](https://events.ktvb.com/Inaugural_SSG_Aaron_Butler_Memorial_Purple_Heart_Run/317113466.html)

## Additional Media Stories about SSG Aaron Butler and his Special Forces Team:

<https://www.sltrib.com/news/2018/05/26/eight-months-after-aaron-butlers-death-stories-about-the-fallen-utah-soldier-keep-the-family-going-and-there-are-plenty-to-tell/>

<https://www.armytimes.com/news/your-army/2018/03/20/special-forces-soldiers-awarded-silver-stars-for-bravery-in-afghanistan/>

STATE OF IDAHO  
DEPARTMENT OF PARKS AND RECREATION



GROUP USE PERMIT APPLICATION

Date of Application: 01/27/2022

Park Name: Eagle Island State Park (EISP)

**IDAPA 26.01.20 – RULES GOVERNING THE ADMINISTRATION OF PARK AND RECREATION AREAS AND FACILITIES**

**225.04 Group Use**

- a. Groups of twenty-five (25) persons or more, or any group needing special considerations or deviations from these rules shall have a permit. Permits may be issued after arrangements have been made for proper sanitation, population density limitations, safety of persons and property, and regulation of traffic.
- b. Permits for groups of up to two hundred fifty (250) people may be approved by the park manager with thirty (30) days advance notice. Permits for groups of two hundred fifty (250) people or more may be approved by the director with forty-five (45) days advance notice.

Desired Event (Park) Location: EISP

Date(s) of Use: 08/19-08/20/2022

Name of Event: Aaron Butler Memorial Purple Heart Run

Days: ☐ Sun ☐ Mon ☐ Tue ☐ Wed ☐ Thu ☒ Fri ☒ Sat

Organization or Group Filing Application: Aaron Butler Memorial Foundation

Address: 3118 E Shadownbluff Ln

City: Eagle

State: ID Zip: 83616

Telephone: 208-484-7422

E-mail Address: kacey@aaronbutlermemorialfoundation.org

Number of Participants/Spectators Expected: 800

Arrival Time: 0600 Departure Time: 1700

Type of Use Requested (please describe)  
Charity run and social area

Purpose of Proposed Event See EAP

Estimated Gross Fees Collected \_\_\_\_\_

Estimated Net Profit \_\_\_\_\_

Person(s) In Charge of Group Activity Planned in Park

(Primary Person)

Name: Kacey Nelson

Address: Same as Above

Telephone: Same as Above

E-Mail: Same as Above

(Secondary Person)

Name: Dan Nelson

Address: Same as Above

Telephone: 208-573-5536

E-Mail: dan@aaronbutlermemorialfoundation.org



Will First Aid Be Provided? ☒ Yes ☐ No

Will Alcoholic Beverages Be Sold? ☒ Yes ☐ No

If yes, please list the special permit number from the Alcohol Beverage Control or your retail license number. For more information about selling alcoholic beverages, call toll free (888) 222-1360 or e-mail to [abc@isp.state.id.us](mailto:abc@isp.state.id.us).

NOTE: Approval by Idaho Park and Recreation Board is required for all group functions at which alcoholic beverages will be sold.

Description of the Specific Area(s) of the Park Requested for Use (use extra sheet or map if necessary, to delineate general area of use, parking, sanitation, etc.)

See EAP

Plans for Law Enforcement and/or Crowd Control, Including Communication Systems (Use extra sheet if necessary)

See EAP

Plans for Traffic Control, Including Parking (Use extra sheet if necessary)

See EAP

Plans for Sanitation, Solid Waste Disposal, and Water Supply (Use extra sheet if necessary)

See EAP

Plans for Area Clean Up and Rehabilitation (Use extra sheet if necessary)

See EAP

Description of Program, Displays, and Concession Booths to be installed. (Use extra sheet if necessary)

See EAP

List of Vendors	Temp Permit #	Items They Plan To Sell	(Use extra sheet if necessary)
Bear Island Brewing	TBD	beer	
Big K BBQ	TBD	food	

You must obtain an Idaho Seller's Permit if you or your agent intends to sell or rent a product, charge admission, or charge a fee for the use of tangible personal property for recreation. For more information about a Seller's Permit, call the Idaho State Tax Commission at (208) 334-7660 <http://www.tax.idaho.gov/>.

**Name, Address, and Phone Number of Agent Providing Liability Insurance and/or Performance Bond**

Liability insurance may be required by the Idaho Park and Recreation Board, or Department, whenever the Department does not intend to assume the liability associated with an event. Reference the Risk Management Handbook, Facilities Use Guidelines. See [adminrules.idaho.gov/rules/current/26/260120.pdf](http://adminrules.idaho.gov/rules/current/26/260120.pdf)

Name: See EAP (Insurance will be acquired upon approval of event)

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Telephone: \_\_\_\_\_

Amount of Liability Insurance \_\_\_\_\_

**GROUP USE FEES**

**Fees that will apply to this application:**

MVEF (Motor Vehicle Entrance Fee) \$7.00 per vehicle (\$14 non-resident fee applies at the following parks: Bear Lake, Farragut, Hells Gate, Priest Lake, & Round Lake

Yes ☐ No ☒

- ☐ \$ \_\_\_\_\_ Deposit
- ☐ \$ \_\_\_\_\_ Damage Deposit
- ☒ \$ 1,200.00 Negotiated Fee
- ☐ \$ \_\_\_\_\_ Per-Person Fee
- ☐ \$ \_\_\_\_\_ Reservation Fee plus Tax
- ☒ \$ 360.00 Shelter Fee
- ☐ \$ \_\_\_\_\_ Other \_\_\_\_\_

Note: If the Park Board-approved fee structure is waived, there needs to be two levels of review/approval and the affected revenue must be recaptured elsewhere.

**REQUIREMENTS**

The normal use of all facilities shall be limited to the number of people who can be accommodated by available utilities and safely handled by law enforcement. This number shall be determined for each park in accordance with health and legal requirements.

No organized group shall exceed the use limits as may be set forth by the Department without qualified representatives of the Group meeting with the Idaho Park and Recreation Board at a regular meeting no less than sixty (60) days prior to the requested date of use to discuss the proposed use and obtain approval.

The Idaho Park and Recreation Board shall have the right to require financing of any required temporary utility and law enforcement facilities and a deposit to cover possible damage to existing facilities.

All other Idaho Department of Parks and Recreation rules shall be in effect and will be adhered to by the Group.  
See [adminrules.idaho.gov/rules/current/26/260120.pdf](http://adminrules.idaho.gov/rules/current/26/260120.pdf)

A Group Use Permit may be denied if it appears to the Director of the Idaho Department of Parks and Recreation that the group use would result in permanent injury to the park facilities or environs, or if the group use would preempt use of the park by the general public during a time period when use of the park area by the general public is projected to be near capacity.

Food Service: Non-profit, fraternal organizations, schools and churches are exempt for one-day-a-week events or meals. No food service license is required. All other public food events (one or more days) must be licensed by the local health district office. See [adminrules.idaho.gov/rules/2013/16/0219.pdf](http://adminrules.idaho.gov/rules/2013/16/0219.pdf) (Idaho Food Code).

PLEASE PRINT

Name of Event: Aaron Butler memorial purple heart run Date(s) of Use 08/19-08/20/2022  
Applicant Name: Kacey Nelson Applicant Title: Board Secretary  
Address: 3118 E Shadowbluff Ln  
City: Eagle State: ID Zip: 83616 Telephone: 208-484-7422

I HEREBY ACCEPT THE PERMIT SUBJECT TO ALL THE TERMS AND CONDITIONS IMPOSED UPON ITS ISSUANCE.

Applicant Signature [Signature] Date 01/24/2022

IDPR USE ONLY

Repeat Applicant ☐ Yes ☒ No

Approved Subject to Conditions ☒ Yes ☐ No

Conditions: SEE EAP. INSURANCE WILL BE ACQUIRED UP APPROVAL OF EVENT  
AND GIVEN TO EISP AT LEAST 30 DAYS PRIOR TO THE EVENT.

APPROVAL

[Signature] 2/9/2022  
Park/Program Manager Date

[Signature] 02/10/2022  
Region Bureau Chief Date

Operations Division Administrator Date

Director Date

Board Chairperson Date



STATE OF IDAHO  
DEPARTMENT OF PARKS AND RECREATION



GROUP USE PERMIT APPLICATION

Date of Application: 01/27/2022

Park Name: Eagle Island State Park (EISP)

**IDAPA 26.01.20 – RULES GOVERNING THE ADMINISTRATION OF PARK AND RECREATION  
AREAS AND FACILITIES**

**225.04 Group Use**

- a. Groups of twenty-five (25) persons or more, or any group needing special considerations or deviations from these rules shall have a permit. Permits may be issued after arrangements have been made for proper sanitation, population density limitations, safety of persons and property, and regulation of traffic.
- b. Permits for groups of up to two hundred fifty (250) people may be approved by the park manager with thirty (30) days advance notice. Permits for groups of two hundred fifty (250) people or more may be approved by the director with forty-five (45) days advance notice.

Desired Event (Park) Location: EISP

Date(s) of Use: 08/19-08/20/2022

Name of Event: Aaron Butler Memorial Purple Heart Run

Days: ☐ Sun ☐ Mon ☐ Tue ☐ Wed ☐ Thu ☒ Fri ☒ Sat

Organization or Group Filing Application: Aaron Butler Memorial Foundation

Address: 3118 E Shadownbluff Ln

City: Eagle

State: ID Zip: 83616

Telephone: 208-484-7422

E-mail Address: kacey@aaronbutlermemorialfoundation.org

Number of Participants/Spectators Expected: 800

Arrival Time: 0600 Departure Time: 1700

Type of Use Requested (please describe)  
Charity run and social area

Purpose of Proposed Event See EAP

Estimated Gross Fees Collected \_\_\_\_\_

Estimated Net Profit \_\_\_\_\_

Person(s) In Charge of Group Activity Planned in Park

(Primary Person)

Name: Kacey Nelson

Address: Same as Above

Telephone: Same as Above

E-Mail: Same as Above

(Secondary Person)

Name: Dan Nelson

Address: Same as Above

Telephone: 208-573-5536

E-Mail: dan@aaronbutlermemorialfoundation.org

Will First Aid Be Provided? ☒ Yes ☐ No

Will Alcoholic Beverages Be Sold? ☒ Yes ☐ No

If yes, please list the special permit number from the Alcohol Beverage Control or your retail license number. For more information about selling alcoholic beverages, call toll free (888) 222-1360 or e-mail to [abc@isp.state.id.us](mailto:abc@isp.state.id.us).

NOTE: Approval by Idaho Park and Recreation Board is required for all group functions at which alcoholic beverages will be sold.

**Description of the Specific Area(s) of the Park Requested for Use** (use extra sheet or map if necessary, to delineate general area of use, parking, sanitation, etc.)

See EAP

**Plans for Law Enforcement and/or Crowd Control, Including Communication Systems** (Use extra sheet if necessary)

See EAP

**Plans for Traffic Control, Including Parking** (Use extra sheet if necessary)

See EAP

**Plans for Sanitation, Solid Waste Disposal, and Water Supply** (Use extra sheet if necessary)

See EAP

**Plans for Area Clean Up and Rehabilitation** (Use extra sheet if necessary)

See EAP

**Description of Program, Displays, and Concession Booths to be installed.** (Use extra sheet if necessary)

See EAP

List of Vendors	Temp Permit #	Items They Plan To Sell	(Use extra sheet if necessary)
Bear Island Brewing	TBD	beer	
Big K BBQ	TBD	food	



You must obtain an Idaho Seller's Permit if you or your agent intends to sell or rent a product, charge admission, or charge a fee for the use of tangible personal property for recreation. For more information about a Seller's Permit, call the Idaho State Tax Commission at (208) 334-7660 <http://www.tax.idaho.gov/>.

**Name, Address, and Phone Number of Agent Providing Liability Insurance and/or Performance Bond**

Liability insurance may be required by the Idaho Park and Recreation Board, or Department, whenever the Department does not intend to assume the liability associated with an event. Reference the Risk Management Handbook, Facilities Use Guidelines. See [adminrules.idaho.gov/rules/current/26/260120.pdf](http://adminrules.idaho.gov/rules/current/26/260120.pdf)

Name: See EAP (Insurance will be acquired upon approval of event)

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Telephone: \_\_\_\_\_

Amount of Liability Insurance \_\_\_\_\_

**GROUP USE FEES**

**Fees that will apply to this application:**

MVEF (Motor Vehicle Entrance Fee) \$7.00 per vehicle (\$14 non-resident fee applies at the following parks: Bear Lake, Farragut, Hells Gate, Priest Lake, & Round Lake

Yes ☐ No ☒

- |                                     |             |                          |
|-------------------------------------|-------------|--------------------------|
| <input type="checkbox"/>            | \$ _____    | Deposit                  |
| <input type="checkbox"/>            | \$ _____    | Damage Deposit           |
| <input checked="" type="checkbox"/> | \$ 1,200.00 | Negotiated Fee           |
| <input type="checkbox"/>            | \$ _____    | Per-Person Fee           |
| <input type="checkbox"/>            | \$ _____    | Reservation Fee plus Tax |
| <input checked="" type="checkbox"/> | \$ 360.00   | Shelter Fee              |
| <input type="checkbox"/>            | \$ _____    | Other _____              |

Note: If the Park Board-approved fee structure is waived, there needs to be two levels of review/approval and the affected revenue must be recaptured elsewhere.

**REQUIREMENTS**

The normal use of all facilities shall be limited to the number of people who can be accommodated by available utilities and safely handled by law enforcement. This number shall be determined for each park in accordance with health and legal requirements.

No organized group shall exceed the use limits as may be set forth by the Department without qualified representatives of the Group meeting with the Idaho Park and Recreation Board at a regular meeting no less than sixty (60) days prior to the requested date of use to discuss the proposed use and obtain approval.

The Idaho Park and Recreation Board shall have the right to require financing of any required temporary utility and law enforcement facilities and a deposit to cover possible damage to existing facilities.

All other Idaho Department of Parks and Recreation rules shall be in effect and will be adhered to by the Group.

See [adminrules.idaho.gov/rules/current/26/260120.pdf](http://adminrules.idaho.gov/rules/current/26/260120.pdf)

A Group Use Permit may be denied if it appears to the Director of the Idaho Department of Parks and Recreation that the group use would result in permanent injury to the park facilities or environs, or if the group use would preempt use of the park by the general public during a time period when use of the park area by the general public is projected to be near capacity.

Food Service: Non-profit, fraternal organizations, schools and churches are exempt for one-day-a-week events or meals. No food service license is required. All other public food events (one or more days) must be licensed by the local health district office. See [adminrules.idaho.gov/rules/2013/16/0219.pdf](http://adminrules.idaho.gov/rules/2013/16/0219.pdf) (Idaho Food Code).

**PLEASE PRINT**

Name of Event: Aaron Butler Memorial Purple Heart Run Date(s) of Use 08/19-08/20/2022  
Applicant Name: Kacey Nelson Applicant Title: Board Secretary  
Address: 3118 E Shadowbluff Ln  
City: Eagle State: ID Zip: 93616 Telephone: 208-484-7422

I HEREBY ACCEPT THE PERMIT SUBJECT TO ALL THE TERMS AND CONDITIONS IMPOSED UPON ITS ISSUANCE.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

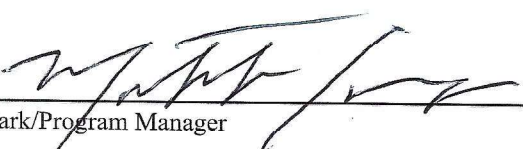
**IDPR USE ONLY**

Repeat Applicant ☐ Yes ☒ No

Approved Subject to Conditions ☒ Yes ☐ No

Conditions: See EAP. Insurance will be acquired up approval of event and given to EISP at least 30 days prior to the event.

**APPROVAL**

  
Park/Program Manager

2/3/2022  
Date

\_\_\_\_\_  
Region Bureau Chief

\_\_\_\_\_  
Date

\_\_\_\_\_  
Operations Division Administrator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Chairperson

\_\_\_\_\_  
Date

PLEASE PRINT

Name of Event: Aaron Butler memorial purple heart run Date(s) of Use 08/19-08/20/2022  
Applicant Name: Kacey Nelson Applicant Title: Board Secretary  
Address: 3118 E Shadowbluff Ln  
City: Eagle State: ID Zip: 83616 Telephone: 208-484-7422

I HEREBY ACCEPT THE PERMIT SUBJECT TO ALL THE TERMS AND CONDITIONS IMPOSED UPON ITS ISSUANCE.

Applicant Signature  Date 01/24/2022

---

**IDPR USE ONLY**

Repeat Applicant ☐ Yes ☐ No

Approved Subject to Conditions ☐ Yes ☐ No

Conditions: \_\_\_\_\_  
\_\_\_\_\_

**APPROVAL**

Park/Program Manager \_\_\_\_\_ Date \_\_\_\_\_

Region Bureau Chief \_\_\_\_\_ Date \_\_\_\_\_

Operations Division Administrator \_\_\_\_\_ Date \_\_\_\_\_

Director \_\_\_\_\_ Date \_\_\_\_\_

Board Chairperson \_\_\_\_\_ Date \_\_\_\_\_